



U.S. Department of Homeland Security

U.S. COAST GUARD

Marine Safety Unit

Port Arthur, Texas

Marine Safety Information Bulletin

39-08


September 18, 2008

Post-Hurricane IKE – Facility Self- Assessment Checklist

The U.S. Coast Guard Captain of the Port (COTP) has restricted all cargo transfer operations until facilities have received approval from the COTP to do so.

The following checklist is being provided for your use in conducting a self-assessment of your facility. After all items are completed, please e-mail or fax this completed form to MSU Port Arthur, or your respective Captain of the Port zone. Upon receipt, the Coast Guard will contact you to schedule an inspection should that be necessary. Please use the "Comments" section under each question to document any issues or non-conformances, and provide a summary of your plans to insure safe and secure cargo transfers in the interim. Depending upon the significance of the issues, the Coast Guard inspectors may allow the submission of a request for a Letter of Alternative Compliance.

For MSU Port Arthur, email forms to Mr. Bob Stegall at Robert.W.Stegall@uscg.mil or fax forms to MSU Planning at 409-723-6532 or 409-723-6534. For MSU Lake Charles, email forms to CDR Buddy Reams at Wilford.R.Reams@uscg.mil or fax to MSU Lake Charles at 337-491-7840.


J. J. PLUNKETT
Captain, U. S. Coast Guard
Captain of the Port

Date Completed:	
Facility Name:	
Address (Street, City, Zip):	
Point of Contact:	
Contact Number(s):	
Dock(s):	

An asterisk ("*") is listed by each item that represents a potential issue. If your answer coincides with the asterisk, please provide additional details in the comments section to describe the current situation and your plans to manage the situation created by the issue.

1. Firefighting			
a. Dock/Facility firefighting systems are fully operational	Yes	No*	N/A*
b. Mutual aid/municipal firefighting support is fully available	Yes	No*	N/A*
Comments:			

2. Medical Services			
a. On-site or community medical services are available, including transport and E/R services	Yes	No*	N/A*
Comments:			

3. Security			
a. Perimeter fencing is intact and entryways/gates secured or manned	Yes	No*	N/A*
b. Available means for 24-hours monitoring of security	Yes	No*	N/A*
c. Available for 24-hour access control	Yes	No*	N/A*
Comments:			

4. Soundings			
a. Soundings taken to identify submerged objects	Yes	No*	N/A*
b. Soundings taken to identify shoaling	Yes	No*	N/A*
c. Soundings include berth and entrance channel to your facilities	Yes	No*	N/A*
d. Controlling depth for each facility based on soundings taken	Enter dept in Feet:		
Comments:			

5. Facility Services			
a. Key facility utilities are operational, including power, nitrogen, air and water(as appropriate).	Yes	No*	N/A*
b. Oil/HAZMAT response services (on-site and through an OSRO if required) are confirmed available	Yes	No*	N/A*
Comments:			

6. Facility Integrity			
a. The integrity of all MTR transfer systems has been confirmed	Yes	No*	N/A*
b. Oil/HAZMAT response services (on-site and through an OSRO if required) are confirmed available	Yes	No*	N/A*
c. All alert/warning systems are tested and operational	Yes	No*	N/A*
d. Integrity/operation of all mooring systems and dock structure confirmed			
e. Facility is in compliance with all other aspects of their Facility Operations Manual			
Comments:			

7. Expected dates/time	
a. Ready for cargo transfers to begin:	
b. Ready for inspection by USCG facility inspectors:	
Comments:	

8. Other comments:

E-mail or fax forms to:

Port of Beaumont:	Robert.W.Stegall@uscg.mil
Port of Lake Charles:	Wilford.R.Reams@uscg.mil
Port of Orange:	Robert.W.Stegall@uscg.mil
Port of Port Arthur:	Robert.W.Stegall@uscg.mil